

**RESOLUTION NO. 1-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
MEETING NIGHTS FOR THE BOROUGH OF  
BROOKLAWN FOR 2025**

**WHEREAS**, it is necessary to specify a time and place for the regular meeting nights for the Governing Body, and

**WHEREAS**, all the meetings will be held at 6:30 pm at the Borough Hall, 301 Christiana St., Brooklawn, New Jersey 08030. (See attached list)

**WHEREAS**, business may be conducted and formal action may be taken at all Meetings,

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Brooklawn, the attached meeting nights schedule be approved.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

## **BROOKLAWN MEETINGS FOR 2025**

*All Meetings Will Begin at 6:30 PM*

January 15<sup>th</sup> – Work Session

January 21<sup>st</sup> – Council Meeting

February 5<sup>th</sup> – Work Session

February 18<sup>th</sup> – Council Meeting

March 5<sup>th</sup> – Work Session

March 17<sup>th</sup> – Council Meeting

April 2<sup>nd</sup> – Work Session

April 21<sup>st</sup> – Council Meeting

May 7<sup>th</sup> – Work Session

May 19<sup>th</sup> – Council Meeting

June 4<sup>th</sup> – Work Session

June 16<sup>th</sup> – Council Meeting

July 2<sup>nd</sup> – Work Session

July 21<sup>st</sup> – Council Meeting

August 6<sup>th</sup> – Work Session

August 18<sup>th</sup> – Council Meeting

September 3<sup>rd</sup> – Work Session

September 15<sup>th</sup> – Council Meeting

October 1<sup>st</sup> – Work Session

October 20<sup>th</sup> – Council Meeting

November 5<sup>th</sup> – Work Session

November 17<sup>th</sup> – Council Meeting

December 3<sup>rd</sup> – Work Session

December 15<sup>th</sup> – Council Meeting

For additional information, please call (856) 456-0750 ext. 106 or email [boroclerk@brooklawn-nj.com](mailto:boroclerk@brooklawn-nj.com)

**RESOLUTION NO. 2-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
TEMPORARY APPROPRIATIONS FOR 2025 OPERATIONS**

**WHEREAS**, the local Budget Act provides (contracts, commitments or payments are to be made prior to the final adoption of the budget), temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided;

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Brooklawn, the following attached temporary appropriations be made certified and this resolution be transmitted to the Treasurer for her record.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**BOROUGH OF BROOKLAWN  
CAMDEN COUNTY  
NEW JERSEY**

**BY-LAWS OF BOROUGH COUNCIL**

**ARTICLE 1**

The deliberations of the Council shall be governed by "Roberts Rules of Order"

**ARTICLE 2**

**MAYOR**

Section 1. The Mayor shall preside over the deliberations of the Council and shall conduct the meetings thereof. They shall also participate in the determination of Borough affairs to extent permitted by statute.

Section 2. They shall on all occasions preserve the strictest order and decorum, and they shall cause the removal of all persons who interrupt the orderly proceedings of the Council.

Section 3. When two or more Council members shall rise at the same time to speak, they shall name the one entitled to the floor.

Section 4. They shall decide all questions of order without debate subject to an appeal to Council; and the Mayor may call upon the Council for the opinion of Council upon any question of order.

Section 5. They shall be an ex-officio member of all committees, both standing and special, and shall be informed in advance of all meetings of such committees.

Section 6. The Mayor shall serve as the liaison between the governing Body and all Boards, Committees, Agencies, Officials, or organizations except as herein assigned to a specific Council Committee for liaison purposes.

Section 7. In the absence of the Mayor, or if they are unable to perform their duties, the Council President (or in their inability to act, the Council member having the longest term as such) shall act as Mayor, as provided by statute.

**ARTICLE 3**

**BOROUGH CLERK**

Section 1. The Clerk shall perform the duties enjoined upon them by the revised statutes of New Jersey and these By-Laws.

Section 2. The Clerk shall keep the minutes and ordinance books properly and fully indexed, and shall perform all the duties usually developing upon such officer; and in addition, such other duties of services the Mayor or Council may direct.

Section 3. Upon the introduction of an ordinance the same shall be properly numbered and recorded at the length by the Borough Clerk in the Ordinance book.

**ARTICLE 4**  
**MEETINGS**

Section 1. The Council shall hold an annual meeting during the month of January in accordance with the Revised Statutes of New Jersey. (R.S 40:88-1)

Section 2. That at the aforesaid meeting the Council shall fix the time and the place for holding regular meetings during the ensuing year, which time a place shall not be changed except by resolution introduced at a regular meeting and acted upon at a subsequent regular meeting. (R.S. 40:88-1)

Section 3. At the Annual Meeting, the Council will elect one of it's members as Council President to serve for the calendar year.

Section 4. The Mayor shall, when necessary, call special meetings of Council; in case of neglect or refusal, any four members of the Council may call such meeting at such time and place within the Borough as they may designate, and in all cases of special meetings reasonable advance notice, considered to be of 48 hours except in case of an emergency, shall be given in person to all members of the Council or left at their place of residence. (R.S. 40:48-24)

Section 5. A quorum shall be as provided by the Revised Statutes of New Jersey, viz; three members of Council and the Mayor, and in the absence of the Mayor, four Council members. (R.S. 40:88-1)

Section 6. If no quorum be present at any meeting, those assembled shall have the power and are hereby authorized to set a new meeting date, and then adjourn.

Section 7. The following order of business shall be observed viz;

1. Calling the roll
2. Announcement of "Open Public Meetings Act"
3. Approval of minutes
4. Reports of committees and department heads
5. Presentation of Communications, Petitions, etc.
6. Public discussion
7. Advertised hearings, final adoption of ordinances
8. Introduction of Ordinances
9. Resolutions
10. Unfinished Business
11. New Business
12. Approval of Vouchers
13. Approval of permits
14. Adjournment

Section 8. The aforesaid order of business may be changed at any meeting by a majority vote of members of Council present at such meeting.

Section 9. Except as otherwise required by the statutes, or specifically provided in these By-Laws, all action of the Council shall be by a majority vote of those present.

Section 10. Upon demand of one member of Council, or when ordered by the Mayor, or when directed by statute, a roll call vote shall be taken and the yeas and nays entered in the minutes of the meeting.

## ARTICLE 5 COMMITTEES

Section 1. The Mayor shall name all committees with such appointment subject to the concurrence of a majority of the Council. The Mayor shall be a member, ex-officio, of each committee. In addition, the Mayor shall see that all matters referred to the committees are acted upon and reported promptly. Should the majority of the Council not concur in the appointment by the Mayor of any Council members to any committee, a majority of the members of said Council are hereby empowered to make such appointments.

Section 2. The following standing committees of the Council consisting of three Council members each (other than the Mayor, ex-officio) shall be proposed at the annual meeting, viz:

1. Public Safety (Police, Fire, Ambulance, Emergency Management)
2. Finance
3. Water, Sewer, and Sanitation
4. Streets
5. Parks, Playgrounds, Buildings, & Grounds
6. Borough Homes

Section 3. Each Council member shall be Chairperson of at least one of the standing committees named in this article, and a member of two others.

Section 4. Standing committees are appointed to expedite and facilitate the work of the Council, but only within statutory limits, the entire Council is held responsible for any or all of its acts.

A. A standing committee shall:

1. With the assistance of the Chief Financial Officer, plan, study, make recommendations within the budgetary limitations; and through the office of the Borough Clerk carry on the routine activities for which it has primary responsibility.
2. Perform such acts as may be assigned to it by the Council.
3. Report and make recommendations to the Council regarding its responsibilities and activities.

B. Except as provided above, a standing committee shall not:

1. Exceed its budgetary appropriations without prior approval of Council.
2. Make promises or commitments to anyone which directly, or by inference, bind the Council.
3. Act in such a manner or make decisions, which set a precedent, or violate established Council policy.

Section 5. Special committees may be appointed for purposes other than those included in the duties of the standing committees.

Section 6. At the time of the appointment of any special committee, the Mayor shall name a Council member as the Chairperson of such committee and two other Council members as committee members, such appointment being subject to the other Council members as committee members, such committee Chairperson or committee member. Such appointment also being subject to the concurrence of a majority of the Council. Should a majority of the Council not concur in the appointment by the Mayor of any special committee Chairperson or member, or in the change in any existing committee assignment and/or Chairperson, a majority of the members of said Council are hereby empowered to make such appointments or to approve such changes.

Section 7. The Chairperson of each standing or special committee shall be prepared to report to the Mayor and Council at each regular meeting in the principal activities and achievements of said committee.

#### ARTICLE 6 DUTIES OF STANDING COMMITTEES

Section 1. Finance Committee – shall have primary responsibility for the following described activities and matters.

- A. The examination and review of all vouchers and purchase orders prior to their submission to the Council for authority to pay the same.
- B. The Administration, practices and records of the following:
  - 1. The office of the Borough Clerk
  - 2. The office of Tax Collector
  - 3. The office of Treasurer
  - 4. The office of the Board of Assessors
  - 5. The office of the Welfare Director
- C. It shall serve as the liaison between the Council and the Registered Municipal Accountant, and with any other body or organization on fiscal affairs.

Section 2. Public Safety Committee (Police, Ambulance, Emergency Management) – shall have primary responsibility for the following described activities and matters:

- A. The administration, practices, procedures and reports of the following:
  - 1. Police Department
    - a. The administration and operational activities of the Police Department
    - b. Municipal police equipment
    - c. The inspection of licensed premises and persons as designated by Council
    - d. Highway traffic, pedestrian safety, and all matters relating to existing or proposed street parking and the regulation thereof, except for the construction and maintenance of municipal parking lots and streets.
  - 2. Fire Department
    - a. The administration and operational activities of the Fire Department
    - b. Municipal fire fighting equipment.
  - 3. Ambulance service (EMS)
    - a. The administration and operational activities of the Fire Department
    - b. Municipal fire fighting equipment

4. Emergency Management
  - a. The administration and operational activities of the Office of Emergency Management
  - b. Municipal Emergency Management equipment
- B. It shall serve as the liaison between the Council and the Municipal Magistrate, Dog Warden, and all organizations concerned with public safety or juvenile offences.

Section 3. Streets Committee – shall have primary responsibility for the following described activities and matters:

- A. The administration, practices procedures and records of the following:
  1. Maintenance, improvements, construction and cleaning of streets and alleys
  2. Maintenance, improvements, construction and cleaning of municipal parking lots or areas
  3. Maintenance, improvements, construction and cleaning of municipal sidewalks and crossings
  4. All matters relating to existing or proposed street and traffic control lighting
  5. Maintenance of public works streets department vehicles, tools and equipment to ensure immediate operation or availability when needed

Section 4. Parks, Playground, Buildings and Grounds committee – shall have primary responsibility for the following described activities and matters:

- A. The administration, practices, procedures, and records of the following:
  1. Parks maintenance and improvements
  2. Playground maintenance and improvements
  3. Building maintenance and improvements
  4. Grounds maintenance and improvements
  5. Maintenance of public works parks department vehicles, tools and equipment to insure immediate operation or availability when needed
  6. Planting and maintenance of all trees, shrubs and grass on public property including parks, playgrounds and public streets
  7. Enforcement of weed control on private property

Section 5. Water, Sewer, and Sanitation Committee – shall have primary responsibility for the following described activities and matters:

- A. The administration, practices, procedures, and records of the following:
  1. The water utility
  2. The Sanitary Sewer Department
  3. The Storm Sewer system
  4. Garbage, ash, and refuse collection and disposal
  5. Maintenance of public works water, sewer, and sanitation department vehicles, tools, and equipment to insure immediate operation or availability when needed.

Section 6. Borough Homes Committee – shall have primary responsibility for the following described activities and matters:



- A. The administration, practices, procedures and records of the following:
  - 1. Maintenance and improvements of all Borough owned homes
  - 2. Review tenant applications and tenant placement
  - 3. Rent review
  - 4. Fair housing

#### ARTICLE 7

#### BILLS, CLAIMS, VOUCHERS, AND PURCHASE ORDERS

Section 1. All bills or claims against the Borough shall be in writing, full itemized, and on such form as the Borough shall provide for that purpose. As required by Statute, they shall be sworn to by the claimant before submission for approval and payment.

Section 2.

- A. All bills and claims must be supported by a certification of receipt of the goods or the satisfactory rendering of services, by the responsible person accepting the same on behalf of the Borough, and who will be held accountable therefor, each such bill or claim shall then be carefully reviewed and checked by, or under the direction of, the Borough official who accomplishes the "Administrative Certificate" on the voucher form
- B. All checked vouchers and purchase orders with supporting papers attached will be presented to the Council committee having primary responsibility in the matter. Each such voucher will be reviewed, and if approved by the committee having jurisdiction over the activity or matter for which the expenditure was incurred, it will then be referred to the finance committee.
- C. The finance committee shall examine all vouchers and purchase orders previously reviewed and approved by the appropriate committee or committees prior to submitting them to Council for authorization to pay same.

Section 3.

- A. All vouchers and purchase orders recommended for payment shall be presented to the Council by the Borough Clerk at a regular meeting or an adjourned regular meeting.
- B. The Borough Clerk shall read the total amount of each individual voucher approved by each committee, according to budgetary appropriation
- C. Authorization to draw the checks and pay the amounts of the approval vouchers and purchase orders shall be by motion of the Council

Section 4. The corresponding vouchers and purchase orders shall accompany all checks drawn in payment thereof when the said checks are presented to the Mayor, the Treasurer, and to the Borough Clerk for Signature.

Section 5. All bills, vouchers, purchase orders, and paid checks shall be filed in a safe place

## ARTICLE 8

### SEAL

Section 1. The Official Seal of the Borough of Brooklawn shall be circular in form and shall contain the following: the side view of a three masted sailing schooner sailing over the water under full sail, circumscribed by the wording "Borough of Brooklawn, New Jersey"

Section 2. The seal shall be in the custody of the Borough Clerk and shall be impressed on all appropriated documents or papers

## ARTICLE 9

### ADOPTION AND TERM

Section 1. The By-Laws shall be adopted by a resolution of Council concurred in by a majority of the members of Council. The By-Laws become effective immediately after adoption and shall remain in effect for not longer than December 31<sup>st</sup> of the calendar year in which the By-Laws were adopted

(rev. 1/98)

**RESOLUTION NO. 3-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
ADOPTION OF BY-LAWS FOR THE YEAR 2025**

**WHEREAS**, the Borough of Brooklawn is governed by a Mayor and Council, and

**WHEREAS**, it is deemed proper that said Mayor and Council conduct themselves in an orderly manner, and

**WHEREAS**, a certain authority shall be delegated to the Councilman Committees.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Brooklawn, that the By-Laws shall govern unless amended or rescinded by a majority of the whole Council.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 4-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
AUTHORITY OF 2025 INVESTMENT OF BOROUGH  
FUNDS IN U.S. TREASURY SECURITIES &  
CERTIFICATES OF INDEBTEDNESS INCLUDING  
REPURCHASE AGREEMENTS**

**WHEREAS**, the Borough of Brooklawn is governed by a Mayor and Council, and

**WHEREAS**, investment of the whole or part of such surplus cash during the period the same is not needed to meet current obligations would result in financial benefits to the Borough, and

**WHEREAS**, investments of the same in U.S. Treasury Bonds, notes, bills and certificates of indebtedness including repurchase agreements would provide maximum safety and fluidity of investment and also as the Federal Government in marketing its securities.

**NOW THEREFORE BE IT RESOLVED**, the Borough Chief Financial Officer be and hereby authorized to invest at various times the whole or any part of such cash on hand, which is invested, in U.S. Treasury Bonds, notes, bills and certificates of indebtedness and to execute such documents as may be necessary hereto, provided that at any one time the total of such investments shall not exceed the balance of available funds.

**THE BOROUGH OF BROOKLAWN**

**BY: \_\_\_\_\_**  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**\_\_\_\_\_  
RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**\_\_\_\_\_  
RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 5-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
SIGNING OF INSTRUMENTS FOR THE PAYMENT OF  
MONEY FOR 2025**

**WHEREAS** the Borough of Brooklawn has on deposit certain sums of money with certain banking institutions, and

**WHEREAS**, Checks, drafts, or other forms of written instruments are drawn upon said accounts for the payment of money by the Borough, and

**WHEREAS**, said checks or other written instruments for the payment of money should contain the signatures of any three of the following Borough officials:

Mayor  
Council President  
Borough Clerk  
Borough Treasurer  
Tax Collector

**THE BOROUGH OF BROOKLAWN**

**BY: \_\_\_\_\_**  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**\_\_\_\_\_  
RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**\_\_\_\_\_  
RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 6-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
BOROUGH DEPOSITORY FOR 2025**

**WHEREAS** it is necessary to name the depository for the Borough of Brooklawn for the year 2025;

**NOW THEREFORE BE IT RESOLVED**, Fulton Bank, Bellmawr, New Jersey and 1st Colonial National Bank, Collingswood & Westville, New Jersey and the State of New Jersey Cash Management Fund is hereby designated as the local depository for the Borough of Brooklawn, and the Tax Collector is hereby directed to deposit all the funds of the Borough of Brooklawn in said depository to the credit of the Borough of Brooklawn, and

**BE IT FURTHER RESOLVED**, that 1st Colonial National Bank and Fulton Bank honor checks and drafts containing the signature of the Mayor and/or President of Council, Borough Clerk, Tax Collector and Treasurer.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 7-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
INTEREST RATES FOR TAXES AND OTHER MUNICIPAL  
CHARGES FOR 2025**

**WHEREAS** the Governing Body may set interest rates to be charged for delinquent taxes and other municipal charges within the limits set by the State of New Jersey;

**NOW THEREFORE BE IT RESOLVED**, the Governing Body may also fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000 who fails to pay the delinquency prior to the end of the calendar year

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 8-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
OFFICIAL NEWSPAPERS FOR THE YEAR 2025**

**WHEREAS**, the following newspapers are published in the County of Camden and circulated within this municipality;

Courier Post  
Gloucester City News

**NOW THEREFORE BE IT RESOLVED**, by Mayor and Council of the Borough of Brooklawn, New Jersey, that the official newspapers for the publication of legal notices concerning the Borough of Brooklawn are hereby designated as outlined above.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSATROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**



## **RESOLUTION NO. 9-25**

### **RESOLUTION OF THE BOROUGH OF BROOKLAWN, COUNTY OF CAMDEN AND STATE OF NEW JERSEY, GOVERNING THE PERMITTED USE AND LOCATIONS OF PARKS, BALLFIELDS & PLAYGROUNDS BY ORGANIZATIONS WITHIN THE BOROUGH OF BROOKLAWN**

**WHEREAS**, the Borough of Brooklawn owns parks, ballfields, and playgrounds throughout the Borough; and

**WHEREAS**, there exists a need for governing the use of the following Borough owned properties for the following organizations when the sport is in season; and

**WHEREAS**, the following rules will be followed at all times; no alcoholic beverages, no profanity, no offensive behavior, no hardball on softball and no softball on hardball fields except on Pershing Road field, T-Ball and minor league may use field for hardball, fields are to be kept up by the teams that use that field and have it maintained in a safe condition, in addition, all public bathrooms at all fields must be kept clean and all supplies must be replenished for the public's use; permits for use will be issued with possible additional rules and conditions stated; and

**WHEREAS**, The Borough of Brooklawn will be held harmless from any equipment, clothing, or any other item left behind by the organization at any field or building;

**NOW THEREFORE BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Brooklawn, that** the Governing body is hereby authorized to permit the use of the following properties and organizations that used the properties in 2024 to continue use by permit only; and

Brooklawn Alice Costello Public School, Brooklawn Athletic Association, Brooklawn American Legion Baseball, GCHS, and Church League, and list the locations and use for;

Brooklawn Alice Costello Public School use of Bergen Street Softball field and park for Softball, Field Hockey and Soccer in season along with Pershing Road softball field for Softball;

Brooklawn Athletic Association use of Bergen Street Softball Field for girls Softball 7 days a week in season; Joe Barth Sr Baseball Field on Browning Road for boys 13-15 Baseball for use on Tuesday and Thursday with Sat & Sun open to be worked out with the Legion team thru scheduling in season;

Jimmy Cerrone Field on Timber Blvd. for Little League type baseball only 7 days a week in season; Pershing Road softball/baseball field for T-Ball and Minor League Baseball on Mon., Tues., Thurs., Fri. and Sat in season;

Brooklawn Legion Baseball / GCHS teams to use Joe Barth Sr field on Browning Road on Mon., Wed., and Fri. with Sat & Sun open to be worked out with the 13-15 Baseball team thru scheduling season.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 10-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN, COUNTY OF  
CAMDEN AND STATE OF NEW JERSEY CASH MANAGEMENT PLAN  
FOR 2025**

**WHEREAS**, it is in the best interest of the Borough of Brooklawn to earn additional revenue through the investment and prudent management of its cash receipts; and

**WHEREAS**, P.L. 1983, Chapter 8, approved January 18, 1983 is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14; and

**WHEREAS**, this law requires that each local unit shall adopt a cash management plan,

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that the attached shall constitute the Cash Management Plan for the Borough of Brooklawn and the CMFO shall deposit and manage its funds pursuant to this plan.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 11-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
ESTABLISH BOROUGH OFFICE HOURS**

**WHEREAS**, there exists a need to establish office hours for the Borough of Brooklawn;

**WHEREAS**, the hours listed below will be the hours of operation for these departments:

Borough Office	Monday - Thursday	8:30 am - 5:00 pm
	Friday	8:30 am – 4:00 pm

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that the office hours established above will be in effect for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 12-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
ESTABLISH RATES FOR POLICE SERVICES AND  
POLICE EQUIPMENT UNDER BOROUGH CODE #39-34**

**WHEREAS**, there exists a need for the Borough of Brooklawn to establish rates for the use of Police services and Police equipment for the year 2025;

**WHEREAS**, the following rates will be charged for the year 2025;

Police Services (Outside Rate)	\$ 100.00 per hour/per officer
Police Car (Outside Rate)	\$ 10.00 per hour/per vehicle
Administration Fee	\$ 10.00 per hour
Police Services (Borough Rate)	\$ 50.00 per hour/per officer
Police Car (Borough Rate)	No Charge

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that the rates for Police Services and Police Equipment for the year 2024 be approved as stated above.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 13-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
AUTHORIZE OPRA HOURS FOR 2025**

**WHEREAS**, the State allows for the setting of specific hours for receiving OPRA requests for municipalities with population under 5,000;

**WHEREAS**, under N.J.S.A. 47:1A-5 the municipality must set these hours at not less than six regular business hours over not fewer than three business days per week;

**WHEREAS**, the Governing Body has the authority to set this schedule;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey** that the schedule for the Borough of Brooklawn to accept OPRA requests is as follows:

Tuesday 2 pm to 4 pm  
Wednesday 2 pm to 4 pm  
Thursday 2 pm to 4 pm

**THE BOROUGH OF BROOKLAWN**

**BY: \_\_\_\_\_**  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**\_\_\_\_\_  
RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**\_\_\_\_\_  
RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 14-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
ESTABLISH RATES FOR FIRE SERVICES AND EQUIPMENT**

**WHEREAS**, there exists a need for the Borough of Brooklawn to establish rates for the use of the Fire services and equipment for the year 2025;

**WHEREAS**, the following rates will be charged to Insurance Companies for Hazardous spills from a Motor Vehicle Accident:

**WHEREAS**, All calls will be a minimum of one hour.

Fire Apparatus - \$125 per hour  
Manpower - \$25 per hour per man  
Oil Dry - \$10 per bag  
Flares - \$5 per flare  
Caution Tape - \$10 per roll

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey** the rates for Fire services and equipment for the year 2025 be approved as stated above.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 15-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
ESTABLISHING FEES FOR THE SERVICES AND  
EQUIPMENT OF THE BROOKLAWN DEPARTMENT OF  
PUBLIC WORKS PURSUANT TO CHAPTER 60-4(C) OF  
THE BROOKLAWN BOROUGH CODE**

**WHEREAS**, the Borough of Brooklawn is a municipal entity organized under the laws of the State of New Jersey and located in Camden County, New Jersey ("Brooklawn"); and

**WHEREAS**, the Chapter 60-4(C) of the Code of the Borough of Brooklawn permits the Mayor and Borough Council to establish by Resolution the yearly fees for the usage of the services and equipment of the Brooklawn Department of Public Works when necessary for the abatement of certain conditions of private property; and

**WHEREAS**, the Mayor and Borough Council wish to establish, by this Resolution, the yearly fees for the usage of the services and equipment of the Brooklawn Department of Public Works when necessary for the abatement of certain conditions of private property; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Brooklawn, that pursuant to Chapter 60-4(C) of the Code of the Borough of Brooklawn, that the fees for the usage of the services and equipment of the Brooklawn Department of Public Works, when necessary for the abatement of certain conditions of private property for the year 2025, are as follows:

**Labor fees per hour, straight time:**

<u>Service Code</u>	<u>Description</u>	<u>Fee</u>
Supt.	Superintendent	\$14.38
Supr.	Supervisor	\$32.35
Fore.	Foreman	\$30.48
Labr.	Laborer	\$26.84

**Labor fees per hour, overtime time (1.5x per hour):**



<u>Service Code</u>	<u>Description</u>	<u>Fee</u>
Supt.	Superintendent	\$21.58
Supr.	Supervisor	\$48.53
Fore.	Foreman	\$45.72
Labr.	Laborer	\$40.26

**Labor fees per hour, overtime time (2x per hour):**

<u>Service Code</u>	<u>Description</u>	<u>Fee</u>
Supt.	Superintendent	\$28.77
Supr.	Supervisor	\$64.70
Fore.	Foreman	\$60.96
Labr.	Laborer	\$53.68

**Equipment fees per hour; minimum charge one hour:**

<u>Service Code</u>	<u>Description</u>	<u>Fee</u>
BC	Bucket truck	\$150.00
VC	Vacuum truck	\$350.00
LB	Loader/backhoe	\$150.00

**Equipment fees per hour; minimum charge one hour:**

<u>Service Code</u>	<u>Description</u>	<u>Fee</u>
TT	Trash truck	\$150.00
SB	Senior bus	\$100.00
CH	Chipper	\$ 75.00
SW	Sweeper	\$ 150.00
DT	Dump truck	\$ 125.00

PU	Pickup truck/car	\$ 55.00
RE	Rented equipment	Actual rental costs.
AD	Administrative fee	\$100.00

**Service fees per occurrence:**

<u>Service Code</u>	<u>Description</u>	<u>Fee</u>
DF	Disposal/dumping fee per ton	\$ 100.00
PE	Power equipment: blowers, weed whackers, lawn mowers, pumps, generators, etc.	\$ 50.00
SE	Small equipment: shovels, rakes, lobbers, brooms, trash bags, etc.	\$ 25.00
AD	Administrative fee	\$100.00

**THE BOROUGH OF BROOKLAWN**

**BY: JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025, and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 16-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
APPOINTMENT OF PLANNING BOARD SOLICITOR FOR  
2025**

**WHEREAS**, under Public Contracts Law 40A:11-51(1) (a) a contract for professional services may be made without advertising for bids, and

**WHEREAS**, the following contract awards falls within said exception;

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Brooklawn, as follows: Andrew Viola be hereby appointed as Planning Board Solicitor for the year 2025.

Said appointment is a person authorized by law to practice the recognized profession of Planning Board Solicitor and said practice is regulated by law.

Said appointment is under the terms of the agreement; not to exceed \$10,000

A copy of this resolution shall be published in the official newspaper of the Borough of Brooklawn required by law within ten (10) days of said passage.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**



**TREASURER'S CERTIFICATION**

Resolution # 16-25

I, Ryan Giles, being the Financial Officer of the Borough of Brooklawn, do hereby certify, pursuant to the rules of the Local Finance Board of the State of New Jersey and in accordance with N.J.S.A. 40A: 4-57, that there are available adequate funds for Resolution # 16-25 for Planning Board Solicitor in the Borough of Brooklawn, Camden County, New Jersey;

The money available necessary to fund the contract, all funds expended/refunded shall be charged to 5-01-20-155-604

These funds are not being certified as being available for more than one (1) contract.

Date: 1-2-25

\_\_\_\_\_  
Ryan Giles, C.F.O., Financial Officer

**RESOLUTION NO. 17-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
APPOINTMENT OF BOROUGH AUDITOR FOR 2025**

**WHEREAS**, under Local Public Contracts Law 40A:11-51(1)(a) a contract for professional services may be made without public advertising for bids, and the following contract award falls within said exception;

**WHEREAS**, this Professional Services Contract is being awarded pursuant to a "fair and open" process under the New Jersey Local Unit Pay-To-Play Act, N.J.S.A. 19:44A-20.4 et seq., and the criteria adopted by the Borough of Brooklawn thereunder;

**THEREFORE, BE IT RESOLVED by the MAYOR AND COUNCIL of the Borough of Brooklawn, New Jersey, that** Bowman & Company is hereby appointed as Borough Auditor for the year 2025.

Said appointment is a person authorized by law to practice the recognized profession of Borough Auditor and said practice is regulated by law.

Said appointment is under the terms of the agreement; not to exceed \$60,000

A copy of this resolution shall be published in the official newspaper of the Borough of Brooklawn as required by law within ten (10) days of passage.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**TREASURER'S CERTIFICATION**

Resolution # 17-25

I, Ryan Giles, being the Financial Officer of the Borough of Brooklawn, do hereby certify, pursuant to the rules of the Local Finance Board of the State of New Jersey and in accordance with N.J.S.A. 40A: 4-57, that there are available adequate funds for Resolution # 17-25 for Borough Auditor in the Borough of Brooklawn, Camden County, New Jersey;

The money available necessary to fund the contract, all funds expended/refunded shall be charged to 5-01-20-155-604

These funds are not being certified as being available for more than one (1) contract.

Date: 1-2-25

\_\_\_\_\_  
Ryan Giles, C.F.O., Financial Officer

**RESOLUTION NO. 18-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
APPOINTMENT OF MUNICIPAL INSURANCE AGENT FOR  
2025**

**WHEREAS**, there exists a need to appoint an insurance agent for the Borough of Brooklawn, and

**WHEREAS**, this Professional Services Contract is being awarded pursuant to a "fair and open" process under the New Jersey Local Unit Pay-To-Play Act, N.J.S.A.19:44A-20.4 et seq., and the criteria adopted by the Borough of Brooklawn there under;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the Borough of Brooklawn, New Jersey, that Conner Strong be appointed Insurance Agent for the Borough of Brooklawn, County of Camden for the period of one (1) year.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**TREASURER'S CERTIFICATION**

Resolution # 18-25

I, Ryan Giles, being the Financial Officer of the Borough of Brooklawn, do hereby certify, pursuant to the rules of the Local Finance Board of the State of New Jersey and in accordance with N.J.S.A. 40A: 4-57, that there are available adequate funds for Resolution # 18-25 for Insurance Agent in the Borough of Brooklawn, Camden County, New Jersey;

The money available necessary to fund the contract, all funds expended/refunded shall be charged to 5-01-20-155-604

These funds are not being certified as being available for more than one (1) contract.

Date: 1-2-25

\_\_\_\_\_  
Ryan Giles, C.F.O., Financial Officer



**RESOLUTION NO. 19-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
APPOINTMENT OF MUNICIPAL BOND COUNSEL FOR  
2025**

**WHEREAS**, there exists a need to appoint a Bond Counsel for the Borough of Brooklawn, and

**WHEREAS**, this Professional Services Contract is being awarded pursuant to a "fair and open" process under the New Jersey Local Unit Pay-To-Play Act, N.J.S.A.19:44A-20.4 et seq., and the criteria adopted by the Borough of Brooklawn there under;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Parker McCay be appointed Bond Counsel for the Borough of Brooklawn, County of Camden for the period of one (1) year.

Said appointment is under the terms of the agreement and not to exceed \$15,000

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

# TREASURER'S CERTIFICATION

Resolution # 19-25

I, Ryan Giles, being the Financial Officer of the Borough of Brooklawn, do hereby certify, pursuant to the rules of the Local Finance Board of the State of New Jersey and in accordance with N.J.S.A. 40A: 4-57, that there are available adequate funds for Resolution # 19-25 for Bond Counsel in the Borough of Brooklawn, Camden County, New Jersey;

The money available necessary to fund the contract, all funds expended/refunded shall be charged to 5-01-20-155-604

These funds are not being certified as being available for more than one (1) contract.

Date: 1-2-25

\_\_\_\_\_  
Ryan Giles, C.F.O., Financial Officer

**RESOLUTION NO. 20-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
APPOINTMENT OF BOROUGH ENGINEER FOR THE  
YEAR 2025**

**WHEREAS**, under Public Contracts Law 40A:11-51(1) (a) a contract for professional services may be made without advertising for bids, and

**WHEREAS**, this Professional Services Contract is being awarded pursuant to a "fair and open" process under the New Jersey Local Unit Pay-To-Play Act, N.J.S.A. 19:44A-20.4 et seq., and the criteria adopted by the Borough of Brooklawn thereunder;

**NOW THEREFORE BE IT RESOLVED**, Bryson & Yates be hereby appointed as Borough Engineer for the year 2025.

Said appointee is a person authorized by law to practice the recognized profession of Borough Engineer and said practice is regulated by law.

Said appointment is under the terms of the agreement and not to exceed \$50,000

A copy of this resolution shall be published in the official newspaper of the Borough of Brooklawn as required by law within ten (10) days of passage.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**TREASURER'S CERTIFICATION**

Resolution # 20-25

I, Ryan Giles, being the Financial Officer of the Borough of Brooklawn, do hereby certify, pursuant to the rules of the Local Finance Board of the State of New Jersey and in accordance with N.J.S.A. 40A: 4-57, that there are available adequate funds for Resolution # 20-25 for Borough Engineer in the Borough of Brooklawn, Camden County, New Jersey;

The money available necessary to fund the contract, all funds expended/refunded shall be charged to 5-01-20-155-604

These funds are not being certified as being available for more than one (1) contract.

Date: 1-2-25

\_\_\_\_\_  
Ryan Giles, C.F.O., Financial Officer



**RESOLUTION NO. 21-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
APPOINTMENT OF BOROUGH PLANNER FOR THE  
YEAR 2025**

**WHEREAS**, under Public Contracts Law 40A:11-51(1) (a) a contract for professional services may be made without advertising for bids, and

**WHEREAS**, this Professional Services Contract is being awarded pursuant to a "fair and open" process under the New Jersey Local Unit Pay-To-Play Act, N.J.S.A. 19:44A-20.4 et seq., and the criteria adopted by the Borough of Brooklawn thereunder;

**NOW THEREFORE BE IT RESOLVED**, Kei Engineering be hereby appointed as Borough Engineer for the year 2025.

Said appointee is a person authorized by law to practice the recognized profession of Borough Engineer and said practice is regulated by law.

Said appointment is under the terms of the agreement and not to exceed \$15,000

A copy of this resolution shall be published in the official newspaper of the Borough of Brooklawn as required by law within ten (10) days of passage.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**TREASURER'S CERTIFICATION**

Resolution # 21-25

I, Ryan Giles, being the Financial Officer of the Borough of Brooklawn, do hereby certify, pursuant to the rules of the Local Finance Board of the State of New Jersey and in accordance with N.J.S.A. 40A: 4-57, that there are available adequate funds for Resolution # 21-25 for Borough Planner in the Borough of Brooklawn, Camden County, New Jersey;

The money available necessary to fund the contract, all funds expended/refunded shall be charged to 5-01-20-155-604

These funds are not being certified as being available for more than one (1) contract.

Date: 1-7-25

\_\_\_\_\_  
Ryan Giles, C.F.O., Financial Officer

**RESOLUTION NO. 22-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
APPOINTMENT OF FUND COMMISSIONER & ALTERNATE  
FUND COMMISSIONER FOR JOINT INSURANCE FUND AND  
HEALTH INSURANCE FUND**

**WHEREAS**, the Borough of Brooklawn, New Jersey (hereafter known as "local unit") has resolved and agreed to become an initial member in the So. NJ Regional Employee Benefits Fund on September 1, 1992 for the purpose of establishing health insurance coverage in accordance with NJSA 17B:17-4; and

**WHEREAS**, it is necessary that a Fund Commissioner and Alternate Fund Commissioner be appointed to represent the Local Unit;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that the following named individuals are appointed to serve as Fund Commissioner and Alternate Fund Commissioner for the Local Unit from January 1, 2025 to December 31, 2025.

- 1) Fund Commissioner - Michael Mevoli – Stipend of \$1,500.00
- 2) Alternate Fund Commissioner - Ryan Giles

**THE BOROUGH OF BROOKLAWN**

**BY: \_\_\_\_\_**  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**\_\_\_\_\_  
RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**\_\_\_\_\_  
RYAN GILES, BOROUGH CLERK**

**TREASURER'S CERTIFICATION**

Resolution # 22-25

I, Ryan Giles, being the Financial Officer of the Borough of Brooklawn, do hereby certify, pursuant to the rules of the Local Finance Board of the State of New Jersey and in accordance with N.J.S.A. 40A: 4-57, that there are available adequate funds for Resolution # 22-25 for Fund Commissioners in the Borough of Brooklawn, Camden County, New Jersey;

The money available necessary to fund the contract, all funds expended/refunded shall be charged to 5-01-20-155-604

These funds are not being certified as being available for more than one (1) contract.

Date: 1-2-25

\_\_\_\_\_  
Ryan Giles, C.F.O., Financial Officer



**RESOLUTION NO. 23-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN, COUNTY OF CAMDEN AND  
STATE OF NEW JERSEY, APPOINTMENT OF BOROUGH ADMINISTRATOR FOR  
2025**

**WHEREAS**, there exists a need for a Borough Administrator, and

**WHEREAS**, Ryan Giles is qualified to perform all the duties under the Borough Administrator in the Borough of Brooklawn pursuant to N.J.S.A. 40A:9-137 ("Statute") and the regulations promulgated thereunder ("Regulations"); and

**NOW, THEREFORE BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the Borough of Brooklawn, County of Camden, State of New Jersey, that Ryan Giles be appointed Borough Administrator for the Borough of Brooklawn, County of Camden, for 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025, and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 24-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
APPOINTMENT OF ASSISTANT SUPERINTENDENT OF  
PUBLIC WORKS FOR 2025**

**WHEREAS** there exists a need for An Assistant Superintendent of Public Works, and

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Michael Ostrom is hereby appointed as Assistant Superintendent of Public Works for the Borough of Brooklawn, County of Camden for the period of one (1) year.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 25-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY,  
APPOINTMENT OF BUILDING SUB-CODE OFFICIAL FOR  
2025**

**WHEREAS** there exists a need for the appointment of a Building Sub-Code Official and Building Inspector;

**WHEREAS**, Wayne Hans possesses the qualifications required for the position of Building Sub-Code Official;

**THEREFORE, BE IT RESOLVED by the MAYOR AND COUNCIL of the Borough of Brooklawn, New Jersey, that Wayne Hans be appointed Building Sub-Code Official for the Borough of Brooklawn through 2026.**

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 26-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN, COUNTY OF CAMDEN AND  
STATE OF NEW JERSEY, APPOINTMENT OF PLUMBING SUB-CODE OFFICIAL &  
INSPECTOR FOR 2025**

**WHEREAS** there exists a need for the appointment of a Plumbing Sub-Code Official and Inspector;

**WHEREAS**, Fabrizio Flaiano possesses the qualifications required for the position of Plumbing Sub-Code Official & Inspector;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Fabrizio Flaiano be appointed Plumbing Sub-Code Official & Plumbing Inspector for the Borough of Brooklawn for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 27-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW  
JERSEY APPOINTMENT OF FIRE SUB-CODE OFFICIAL FOR  
2025**

**WHEREAS**, there exists a need for a Fire Sub-Code Official, and

**WHEREAS**, Keith Knight possesses all the qualifications to be the Fire Sub Code Inspector;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Keith Knight is hereby appointed as Fire Sub-Code Official for the period of one (1) year.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 28-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF ELECTRICAL INSPECTOR & SUB-CODE  
FOR 2025**

**WHEREAS**, there exists a need for an Electrical Inspector and Electrical Sub-Code Official;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Mark Laggy is hereby appointed as Electrical Inspector and Electrical Sub-Code Official for the period of one (1) year.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 30-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF POLICE CLERK FOR 2025**

**WHEREAS**, there exists a need for a Police Clerk;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Stacey Brewster is hereby appointed Police Clerk for the Borough of Brooklawn for the period of one (1) year.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 31-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF DEPUTY REGISTRAR**

**WHEREAS**, there exists a need in the Borough of Brooklawn for the position of Deputy Registrar of marriages, births, and deaths duly reported in the Borough of Brooklawn;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the Borough of Brooklawn, New Jersey, that Todd Twichell is hereby appointed as Deputy Registrar for the Borough of Brooklawn, County of Camden for the year of 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 32-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF DEPUTY BOROUGH CLERK FOR 2025**

**WHEREAS**, there exists a need for a Deputy Borough Clerk;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the  
**Borough of Brooklawn, New Jersey**, that Todd Twichell is hereby appointed Deputy Borough  
Clerk for the Borough of Brooklawn for the period of one (1) year.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the  
foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting  
of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of  
the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 33-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF ALTERNATE REGISTRAR**

**WHEREAS**, there exists a need in the Borough of Brooklawn for the position of Alternate Registrar of marriages, births, and deaths duly reported in the Borough of Brooklawn;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Melissa Perry is hereby appointed as Alternate Registrar for the Borough of Brooklawn, County of Camden for the year of 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 34-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF BOROUGH TREASURER FOR 2025**

**WHEREAS**, there exists a need for a Borough Treasurer;

**WHEREAS**, Stacey Brewster possesses the qualifications necessary for the position;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Stacey Brewster is hereby appointed Borough Treasurer for the Borough of Brooklawn for the period of one (1) year.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 35-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF APPOINTMENT OF BOROUGH HOME  
COORDINATOR FOR 2025**

**WHEREAS**, there exists a need for a Borough Home Coordinator,

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the  
**Borough of Brooklawn, New Jersey**, that Melissa Perry is hereby appointed Borough Home  
Coordinator for the Borough of Brooklawn for the period of one (1) year.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the  
foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting  
of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of  
the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 36-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF WATER UTILITY CLERK FOR 2025**

**WHEREAS**, there exists a need to have a Water Utility Clerk for the Borough of Brooklawn for the year 2025;

**WHEREAS**, David Chorzelewski possesses the qualifications necessary for these positions;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that David Chorzelewski be appointed Water Utility Clerk for the Borough of Brooklawn for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025, and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 37-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF CONSTRUCTION SECRETARY FOR 2025**

**WHEREAS**, there exists a need to have a Construction Secretary for the Borough of Brooklawn for the year 2025;

**WHEREAS**, Melissa Perry possesses the qualifications necessary for these positions;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Melissa Perry be appointed Construction Secretary for the Borough of Brooklawn for the year of 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 38-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN, COUNTY OF CAMDEN AND  
STATE OF NEW JERSEY APPOINTMENT OF BOROUGH TAX COLLECTOR**

**WHEREAS** there exists a need for a Borough Tax Collector;

**WHEREAS**, Nicole O' Hara possesses the qualifications necessary for this position;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the Borough of Brooklawn, New Jersey Nicole O'Hara be appointed as the Borough Treasurer for the year 2025

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 39-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN, COUNTY OF CAMDEN AND  
STATE OF NEW JERSEY APPOINTMENT OF BOROUGH DEPUTY TAX COLLECTOR**

**WHEREAS** there exists a need for a Borough Deputy Tax Collector;

**WHEREAS**, Ryan Giles possesses the qualifications necessary for this position;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey** that Ryan Giles be appointed as the Borough Treasurer for the year 2025

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 40-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF PERSONNEL OFFICER FOR 2025**

**WHEREAS**, there exists a need to appoint a Personnel Officer to implement the Personnel Manual Plan adopted by the Governing Body of the Borough of Brooklawn;

**WHEREAS**, Ryan Giles, Borough Clerk, possesses the qualifications needed;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Ryan Giles be appointed as Personnel Officer for the Borough of Brooklawn for the period of one (1) year.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 41-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF CODE ENFORCEMENT OFFICER –  
MICHAEL OSTROM**

**WHEREAS**, there exists a need for the Borough of Brooklawn to have Code Enforcement Officer;

**WHEREAS**, Michael Ostrom possesses the qualifications necessary for this position;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey** that Michael Ostrom be appointed the Code Enforcement Officer for the year 2025

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 42-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF HOUSING INSPECTOR – DENNIS  
MORINA**

**WHEREAS**, there exists a need for the Borough of Brooklawn to have a Housing Inspector;

**WHEREAS**, Dennis Morina possesses the qualifications necessary for this position;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey** that Dennis Morina be appointed the Housing Inspector for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 43-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF BOROUGH HANDYMAN**

**WHEREAS**, there exists a need for Part-time Handyman for the maintenance of the Borough-owned Homes;

**WHEREAS**, Daniel Toppin possesses the qualifications necessary for this position;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Daniel Toppin is appointed as part-time Borough Handyman for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 44-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN, COUNTY OF CAMDEN AND  
STATE OF NEW JERSEY RESOLUTION AUTHORIZING THE APPOINTMENT OF A  
CONSTRUCTION OFFICIAL**

**WHEREAS**, there exists a need for the Borough of Brooklawn to have a Construction Official;

**WHEREAS**, Mark Laggy possesses the qualifications necessary for this position;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey** that Mark Laggy is appointed as the Borough of Brooklawn Construction Official

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025, and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 45-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF BROOKLAWN HUMAN RELATIONS  
COMMITTEE FOR 2025**

**WHEREAS** there exists a need for a Human Relations Committee for the Borough of Brooklawn;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that the following persons are appointed as members of the Brooklawn Human Relations Committee:

Colin MacAdams  
Patricia McConnell  
John Clotworthy

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JULIE A. MCCLEARY, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 46-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF BOROUGH PLUMBER – STEVE ROBB**

**WHEREAS**, the Borough of Brooklawn is in need of a Borough Plumber for the Borough-owned Homes;

**WHEREAS**, the Municipal Clerk advertised for such proposals on the Borough Web Site (Brooklawn-nj.com);

**WHEREAS**, these proposals were accepted and reviewed;

**WHEREAS**, this Professional Services Contract is being awarded pursuant to a "fair and open" process under the New Jersey Local Unit Pay-To-Play Act, N.J.S.A. 19:44A-20.4 et seq., and the criteria adopted by the Borough of Brooklawn thereunder;

**THEREFORE, BE IT RESOLVED by the MAYOR AND COUNCIL of the Borough of Brooklawn, New Jersey** Steve Robb be hereby appointed as the Borough Plumber for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 47-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF CROSSING GUARDS FOR 2025**

**WHEREAS**, there exists a need in the Borough of Brooklawn for Crossing Guards,

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Kathleen Maass, Stacey Haubenstein, Jeanette Multanski, Eugene Sullivan, Karen Ostrom, Anthony Ceraso, Keith Harris be appointed as Crossing Guards for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 48-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF PLANNING AND ZONING SECRETARY  
FOR 2025**

**WHEREAS**, there exists a need to have a Planning and Zoning Secretary for the Borough of Brooklawn for the year 2025;

**WHEREAS**, Melissa Perry possesses the qualifications necessary for these positions;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Melissa Perry be appointed Planning and Zoning Secretary for the Borough of Brooklawn for the year of 2025.

**THE BOROUGH OF BROOKLAWN**

**BY: \_\_\_\_\_**  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**\_\_\_\_\_  
RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**\_\_\_\_\_  
RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 49-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF PLANNING AND ZONING COUNCIL  
REP AND MAYOR DESIGNEE FOR 2025**

**WHEREAS**, there exists a need for a Planning/Zoning Board Council Rep and Mayor Designee

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Bruce Darrow be appointed as Council Rep and Christina Houchins be appointed as Mayor Designee for the Borough of Brooklawn Planning & Zoning Board for the year of 2025

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 50-24**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN, COUNTY OF CAMDEN AND  
STATE OF NEW JERSEY APPOINTMENT OF DEPUTY FINANCE OFFICER**

**WHEREAS**, there exists a need for a Deputy Finance Officer for the Borough of Brooklawn;

**WHEREAS**, Alexander Ortiz possesses the qualifications necessary for the position of Deputy CFO;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the Borough of Brooklawn, New Jersey, that

Alexander Ortiz be appointed Deputy CFO for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025, and that said Resolution passed by a majority vote of the members of Borough Council.

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 51-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN, COUNTY OF CAMDEN AND  
STATE OF NEW JERSEY APPOINTMENT OF DEPUTY OEM COORDINATORS -  
JAMES ANDERSON AND MATT MCKINNEY**

**WHEREAS** there exists a need for Deputy OEM Coordinators;

**WHEREAS**, James Anderson and Matt McKinney possess those qualifications;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey** James Anderson and Matt McKinney are appointed as the Deputy OEM Coordinators for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 52-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF BOROUGH GROUNDSKEEPER**

**WHEREAS**, there exists a need for Part-time Borough Groundskeeper for the maintenance of the Borough properties;

**WHEREAS**, Harry Murray possesses the qualifications necessary for this position;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the Borough of Brooklawn, New Jersey, that Harry Murray is appointed as part-time Borough Groundskeeper for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 53-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF PART TIME OFFICE ADMINISTRATIVE  
ASSISTANT**

**WHEREAS**, there exists a need for Part-time Administrative Office Assistant when necessary;

**WHEREAS**, Abigail Giles possesses the qualifications necessary for this position;

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the **Borough of Brooklawn, New Jersey**, that Abigail Giles is appointed as part-time Administrative office Assistant for the year 2025.

**THE BOROUGH OF BROOKLAWN**

**BY:** \_\_\_\_\_

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

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**RYAN GILES, BOROUGH CLERK**

**RESOLUTION NO. 54-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN,  
COUNTY OF CAMDEN AND STATE OF NEW JERSEY  
APPOINTMENT OF PLANNING AND ZONING BOARD  
ALTERNATE FOR 2025**

**WHEREAS**, there exists a need for a Planning/Zoning Board Alternate

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the  
**Borough of Brooklawn, New Jersey**, that Brittany Henry be appointed as Alternate member  
for the Brooklawn Planning & Zoning Board for the year of 2025

**THE BOROUGH OF BROOKLAWN**

**BY:**

**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the  
foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting  
of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of  
the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**



**RESOLUTION NO. 55-25**

**RESOLUTION OF THE BOROUGH OF BROOKLAWN, COUNTY OF CAMDEN AND  
STATE OF NEW JERSEY, AUTHORIZATION TO DESIGNATE A PAYROLL  
PROCESSING SERVICE FOR THE BOROUGH OF BROOKLAWN FOR 2024**

**WHEREAS**, there exists a need for a Payroll Processing Service for the Borough of Brooklawn; and

**WHEREAS**, Primepoint Services provide a tailored solution to the needs of the Borough of Brooklawn, including high customer service satisfaction, as well as a streamlined employee support system; and

**THEREFORE, BE IT RESOLVED** by the **MAYOR AND COUNCIL** of the Borough of Brooklawn, New Jersey, that Primepoint Services be designated the Payroll Processing Service for the Borough of Brooklawn

**THE BOROUGH OF BROOKLAWN**

**BY:**  
**JERRY D. GRANSTROM, MAYOR**

**ATTEST:**

**RYAN GILES, BOROUGH CLERK**

I, **RYAN GILES**, Borough Clerk of the Borough of Brooklawn, do hereby certify the foregoing to be a true and correct copy of the Resolution adopted by Borough Council at a meeting of said Borough Council on January 2, 2025 and that said Resolution passed by a majority vote of the members of Borough Council.

**RYAN GILES, BOROUGH CLERK**